The Source

KEEPING NC E-PROCUREMENT USERS INFORMED...

NCID: Upgrade Access

What is NCID? North Carolina Identity Management (NCID) is the standard identity management service provided to state, local and business users by the Office of Information Technology Service. NCID provides a higher level of security and real-time access control to State applications.

With the NC E-Procurement Upgrade, you will no longer use your current login information to access NC E-Procurement. In the coming months, we will work with NC E-Procurement and NCID administrators at each entity to establish NCIDs for users that don't already have NCIDs and will need access to NC E-Procurement. If you do not have an NCID, your administrator should create one for you and notify you of your credentials before the system is upgraded.

What does this mean for me? When we go-live in 2012, users will use their NCID username and password to access the NC E-Procurement system. Forgotten passwords or locked accounts will be managed through NCID instead of through the NC E-Procurement system. If you forget your password, you can use the 'Forgot Password' tool to reset your password instead of calling the Help Desk. The name and email address displayed on your NC E-Procurement account will be pulled from NCID. Users can no longer have multiple accounts in NC E-Procurement and generic accounts should be replaced with specific employee accounts. For example, an account titled Division 1 Secretary will need to be replaced with the actual employee name of the Division 1 Secretary.

The NC E-Procurement team will provide reports to entity administrators to make sure that the appropriate people have access to the upgraded system. We will continue to provide updates on NCID throughout the upgrade effort.

What's New: Dashboard

The Swoosh page is retiring and we are introducing a customizable Dashboard style homepage. You will see that the dashboard can be customized to meet your purchasing needs by adding and removing content portals. The 'To-Do' portal, for example, allows you to approve directly from the dashboard instead of accessing the 'Approve Requests' folder. You will also be able to create requisitions directly from the dashboard. More information on the new dashboard will be available in future communications and upcoming trainings.

More information about Procurement Transformation and the NC E-Procurement Upgrade can be found on the web.

If you have questions or comments about information covered in this issue, please contact the NC E-Procurement Help Desk at ephelpdesk@its.nc.gov.